

# INTERNAL TITLE 5 VACANCY ANNOUNCEMENT

<b>Announcement Number:</b>	<b>2003-78</b>	<b>Opening Date:</b>	<b>05-13-2003</b>	<b>Closing Date:</b>	<b>05-23-2003</b>
<b>Position/Position Number:</b>	<b>Supervisory Information (#4514) Technology Specialist GS-2210-13</b>	<b>Organizational Location:</b>	<b>Information Management Service Temple</b>		
<b>Salary Range:</b>	<b>GS-13: \$67,143 - \$87,289 (INCLUDES 9.62% LOCALITY COMPARABILITY PAY)</b>	<b>Area of Consideration:</b>	<b>GOVERNMENT WIDE</b>		

## **Duties and Responsibilities:**

Hours of duties: 8:00am – 4:30pm Monday – Friday. Incumbent serves as an Assistant Chief for Information Management Service and reports to the Chief, Information Management Service (IMS) for overall direction. The responsibilities of Assistant Chief include active management, leadership and supervision in all aspects of policy and planning and operations relating to IT systems and networks services; hardware and software applications; training support; visual information services and customer service support. Performs the administrative and human resource management functions relative to staff supervised. Establishes guidelines and performance expectations for staff members, which are clearly communicated through the formal employee performance management system. Serves as the principal advisor to Chief, IMS for all information system activities including the development of short and long-range plans, VISN and CTVHCS initiatives and service goals. The incumbent represents IMS in medical center meetings and task forces, and participates in and contributes to medical center and VISN discussions and initiatives. As a senior management official for IT, incumbent must be able to sell and negotiate plans, bring decisions to closure, demonstrate strong leadership skills and be capable of understanding complex technology issues and detailed procurement issues.

## **Qualification Requirements:**

Qualifications are derived from the Office of Personnel Management Group Coverage Qualification Standard for Information Technology Management Series, available in Human Resources Management Service (HRMS). At the GS-13 level, must have at least one year of specialized experience equivalent to GS-12. Specialized experience is experience, which is directly related to the position to be filled, and which has equipped the candidate with the particular knowledge, skills, and abilities to perform successfully the duties of the position. Please refer all questions to Robert Rodriguez, Extension 30-5019.

## **Rating and Ranking:**

Qualified candidates will be rated and ranked on the following knowledge, skills, and abilities:

- Comprehensive knowledge of current VHA automated systems management and security standards, policies, and procedures.
- Demonstrated management ability to plan, organize, coordinate, evaluate, and direct a large multifaceted IT staff consisting of both administrative and technical employees.
- Ability to analyze, synthesize, and evaluate data from varying sources to make sound logical decisions and decide alternative courses of actions based on available information and the willingness to defend the actions and decisions.
- Demonstrated ability to design and implement strategies that maximize employee potential and foster high ethical standards, as well as an environment where people who are diverse can work together cooperatively and effectively in achieving the organization's vision, mission, and goals.
- Knowledge of the eight core competencies of the High Performance Development Model (Personal Mastery, Technical Skill, Interpersonal Effectiveness, Customer Service, Flexibility/Adaptability, Creative Thinking, Systems Thinking, and Organizational Skills).

## **How to apply:**

Permanent employees who wish to be considered for this position must obtain necessary forms through the internet address: <http://www.texvet.com/HRMS/forms.htm>. **VA FORMS 5-4078, 5-4676A AND 5-4667B MUST BE RECEIVED IN HRMS, TEMPLE, BY CLOSE OF BUSINESS ON CLOSING DATE OF ANNOUNCEMENT. Attachments other than those required will be destroyed.** Refer all questions to Robert Rodriguez, Jr., Human Resources Specialist, extension 39-5019

**Official Personnel Folder (OPF) Update:** It is your responsibility to assure that your Official Personnel Folder (OPF) is current and shows all work experience and credentials prior to the closing date of the announcement.

**NOTE:** This agency provides reasonable accommodations to applicants with disabilities. If you need a reasonable accommodation for any part of the application and hiring process, please notify the agency. The decision on granting accommodation will be on a case-to-case basis. Please refer any questions to the specialist listed above.

THIS IS A **NON-BARGAINING** UNIT POSITION.

CTVHCS IS A SMOKE-FREE ENVIRONMENT.

IF PATIENT NEEDS ARISE, THE INCUMBENT OF THE ABOVE POSITION MAY BE REASSIGNED TO THE WACO OR MARLIN OR TEMPLE INTEGRATED CLINICAL FACILITY WITHIN THE CENTRAL TEXAS VETERANS HEALTH CARE SYSTEM.

**EQUAL EMPLOYMENT OPPORTUNITY:** ACTIONS TO FILL THIS POSITION WILL NOT BE BASED ON DISCRIMINATORY FACTORS, WHICH ARE PROHIBITED BY LAW.